



FOR YOUTH DEVELOPMENT®  
FOR HEALTHY LIVING  
FOR SOCIAL RESPONSIBILITY

## YMCA OF ITHACA AND TOMPKINS COUNTY JOB DESCRIPTION

Job Title: **Cleaner**

Shifts: Part Time

FLSA Status: Non-exempt

Starting Pay Rate: \$13.00 per hour

Reports to: Facilities Director

Revision Date: 2/24/21

Primary Function/Department: Cleaning and Maintenance

### POSITION SUMMARY:

This position supports the work of the Y, a leading nonprofit, charitable organization committed to strengthening community through youth development, healthy living and social responsibility. Cleaners at the YMCA of Ithaca and Tompkins County are accountable for maintaining the cleanliness, sanitary conditions and general maintenance of the facility, both inside and outside.

### OUR CULTURE:

Our mission and core values are brought to life by our culture. In the Y, we strive to live our cause of strengthening communities with purpose and intentionality every day. **We are welcoming:** we are open to all. We are a place where you can belong and become. **We are genuine:** we value you and embrace your individuality. **We are hopeful:** we believe in you and your potential to become a catalyst in the world. **We are nurturing:** we support you in your journey to develop your full potential. **We are determined:** above all else, we are on a relentless quest to make our community stronger beginning with you.

### ESSENTIAL FUNCTIONS:

1. Ensures Y is attractive and clean by completing all duties listed on the daily schedule and maintains upkeep of assigned area and equipment. May perform wet and dust mopping, dusting, trash removal, recycling, window washing, wipe down fitness equipment, vacuuming, clean and disinfect sinks, showers, urinals, toilets, partitions, and mirrors in all areas/rooms.
2. Performs minor maintenance repairs and tasks as directed
3. Assists with outdoor landscaping and maintenance projects at the main facility as well as the Outdoor Education Center as needed
4. Assists with other departments with set up for meetings, special events, etc.
5. During shutdown periods, must be available to work if needed
6. Clears snow and salts sidewalk in inclement weather or as needed
7. Reports any damage or needed repairs to equipment, property, etc. to supervisor
8. Uses all cleaning supplies in the proper and efficient manner
9. Keeps all cleaning closets clean and uncluttered during his/her scheduled shift
10. Interacts with staff, members, and general public in a professional and courteous manner
11. Assists in special projects at the branch or other Association facilities
12. Attends all mandatory training and meetings
13. All other duties as assigned



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**QUALIFICATIONS:**

- Minimum of 18 years of age.
- High school diploma or GED.
- Individuals need experience or be able to comprehend general cleaning, disinfection, hard floor care, carpet care, wood floor care and related equipment operation and maintenance.
- This position requires strong teamwork skills and the ability to work independently.
- Work history that demonstrates strong work ethic, punctuality, and reliable attendance.
- Excellent interpersonal and problem-solving skills.

**WORK ENVIRONMENT & PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Ability to remain standing and moving for extended periods of time
- Indoors and outdoors in normal environment with some exposure to noise, dust, fumes, vibrations and temperature changes
- Mobility within the building including movement from floor to floor and outside the building
- Ability to lift up to 50lbs. on a repetitive basis
- May handle human body fluids and chemicals as part of the daily operational duties.

**ADDITIONAL BENEFITS:**

- 403B Tax-Deferred Retirement Savings Plan through YMCA Retirement Fund
- Free individual YMCA membership.
- 50% off YMCA program registrations
- Closed most major national holidays including Easter, Memorial Day, Independence Day, Labor Day, Thanksgiving, and Christmas.